

**MINUTES OF THE REGULAR MEETING OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PAWNEE CITY, HELD ON MONDAY, SEPTEMBER 26, 2022, AT 7:00 P.M. AT THE PAWNEE CITY PUBLIC LIBRARY, 735 8TH STREET, ALL IN PAWNEE CITY, PAWNEE COUNTY, NEBRASKA.**

Notice of this meeting was given in advance thereof by advertising in the Pawnee Republican, a designated method for giving notice as shown by the Affidavit of Publishing on file in the office of the City Clerk. Notice of this meeting was given to the Mayor and City Council and a copy of their acknowledgment of receipt of the notice and the Agenda are on file in the office of the City Clerk. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

**Present:** Mayor Charlie Hatfield; Council Members Donnie Fisher, Susan Eisenhauer, Ric Helms and Vickie Zelenka; Kellie Wiers, Deputy City Clerk, Tammy Curtis, City Clerk/Treasurer and Foreman Spencer Cumley. **Absent:** None.

Mayor Hatfield called the meeting to order at 7:00 p.m. informing all those present of the Posters stating the Open Meeting Law Changes on the West meeting room wall accessible to the public. At this time, all those present stood to recite the Pledge of Allegiance.

Council Member Eisenhauer moved to accept the September 12, 2022, special budget hearing meeting minutes. Council Member Fisher seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

Council Member Zelenka moved to accept the September 12, 2022, regular meeting minutes. Council Member Helms seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

The Treasurer submitted the following claims for consideration: **9/27/22 Payroll:** 10,197.43; **Union Bank & Trust**, FWH 2941.34; **NE Dept. of Rev**, SWH 417.00; **John Hancock**, retirement 1283.50; **Allstate**, cancer/accid 296.62; **Ameritas**, vision insurance 145.30; **Madison National Life**, life insurance 61.48; **United Health Care**, health insurance 8350.23; **Windstream**, internet @ office, phone @ swr plant 209.92; **Access Systems**, IT services 905.30; **Access Systems Leasing**, IT Hardware Contract 209.98; **Amazon Capital Services**, office supplies 82.66; **NPPD**, electric service 3887.56; **Capital Business Systems**, Elevate Phone System 111.94, Library license & maint. Agree. 251.44; **Nebr. Public Health Environ Lab**, wtr sample tests 15.00; **U.S. Cellular**, emergency cell phone 47.87; **Verizon Wireless**, home connect & jetpack 64.62; **Black Hills Energy**, gas service 166.02; **Dollar General**, office supplies 63.20; **Spectrum**, ph/internet @ shop 174.97; **League Association of Risk Mgmt.**, insurance overpymt 1088.93; **PCDC**, July sales tax 8191.04; **Seneca Sanitation**, Aug garbage service & dumpster @ pool 6938.55; **Radon Defense Midwest**, deposit for duct cleaning 250.00; **Terry & Suzanne Borchert** demo reimb 4000.00; **Ray Kappel**, deposit refund 100.00; **Municipal Supply of Omaha**, Neptune wtr meters 10,100.70; **Benefit Plans, Inc.**, retire plan admin 570.00; **John Deere Financial**, belt for JD lawnmower 133.97; **Julie D. Bauman**, budget prep/presentation, 3200.00; **Zees Backhoe Services**, water hydrant, use of camera @ swr plant 243.39; **Bok Financial**, swr bond pymt 84,492.50; **Bok Financial**, wtr bond pymt 130,838.75. Council Member Helms moved to approve the claims as submitted. Council Member Zelenka seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

**Review Treasurer's Report with Individual Fund Balances as of 9/27/2022:** Council reviewed the Treasurer's Report submitted by Clerk Curtis. Curtis explained that Sewer is down to \$1680.00 which is an update to the amount of \$4275.97 listed on the report. Please note: the City can only go over in the General budget by \$65,000 and we are currently at \$64,953.76. Just because the money has been budgeted doesn't mean it is sitting there to be spent.

**PAWNEE CITY HISTORICAL SOCIETY, Request for sub-division of Lots:**  
**Review/Approve Resolution #10 on sub-division of lots:** Council reviewed the request letter submitted by Society president R.J. Hickey who was present to answer questions. Council Member Eisenhauer moved to approve Resolution #10 to subdivide part of the land at the Historical site to be able to sell the house that sets on said land owned by the Pawnee City Historical Society. Council Member Helms seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

**Accept Letter of Resignation from Matt Kuhlmann effective September 30, 2022:** Council Member Eisenhauer moved to accept Matt Kuhlmann's letter of resignation with regret. Council Member Zelenka seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. Mr. Kuhlmann will continue his duties as the Zoning Administrator and back-up sewer operator for the City when needed.

**Discuss Open City Employee Positions: Review City Crew ad; Review 2021 meeting minutes re: hiring last City Crew member & his starting wage:** Foreman Cumley explained that he would rather wait until after Winter is over to hire another full-time person when they will have more projects to complete. It might be more feasible to hire an extra part-time person to help with snow removal rather than hire a full-time person now. Council Member Fisher asked if newly hired part-time person, Toke DeKoning would be available to help with snow removal if needed? Foreman Cumley stated DeKoning should be available to help. Cumley explained that if it is decided not to hire another full-time person, then he might look at hiring a part-time Summer worker to help with mowing. Council reviewed the ad Clerk Curtis had written up and discussed that the CDL requirement may need to be deleted because of the increased cost and difficulty in obtaining a CDL license since January 2022. Foreman Cumley explained that to obtain a CDL now, a person has to complete an Early Driver Learning course offered by some of the community colleges or trucking companies which costs around \$5000. Foreman Cumley explained that if the City were to trade in the big dump truck and purchase a smaller dump truck then city crew members will not need a CDL license. Council decided to table action on hiring another full-time crew member at this time. **Review PT Utility Billing Clerk ad to run in the newspaper:** Clerk Curtis explained that she felt the City didn't have to wait as long as the city crew position to fill the UB clerk position and maybe only run the ad twice. Council Member Helms asked if it would help if the part-time UB Clerk position was made a full-time position? Clerk Curtis explained that it would help if this was a full-time position and it may be possible, budget wise, since the City is not going to hire a full-time crew member position at this time. If the UB Clerk worked more hours, then the Clerk could teach them how to process payroll and could be a backup person when someone was absent from the office and that person could also write grants. Council Member Eisenhauer stated this person would have to start out at a higher wage if they were required to have this type of background and start them out at Matt's current wage. Oct 1<sup>st</sup>, his wage will increase to \$15.45/hr. It would be a good idea to hire someone who

could eventually take over when Kellie or Tammy retires. Council Member Eisenhauer suggested hiring a part-time UB clerk now and let them know there would be potential for the position to change to full-time. Council Member Zelenka moved to run the ad for the PT Utility Billing Clerk Sept. 29, Oct. 6 and Oct. 13 and accept applications until Oct. 17<sup>th</sup>. Council Member Eisenhauer seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried. ***Set up Interviewing Committee/pick date(s) to hold interviews:*** The Wage Committee will hold interviews the week of Oct. 17<sup>th</sup>.

**Review PCAL Minutes & Treasurer's Report:** Council reviewed the August 18, 2022, meeting minutes. Caralyn is having difficulty compiling a current Treasurer's Report because the Klassmeyers did not share the spreadsheet information with Caralyn when they left. Deputy Clerk Wiers reported that Ken Klassmeyer had told Caralyn that all of the reports have been shredded and he no longer has this information for PCAL, but the report came from a computer spreadsheet. Caralyn is in the process of compiling another spreadsheet and Jill Sunneberg had offered to help. Clerk Curtis explained that Ken Klassmeyer had access to Caralyn's computer so he should have been able to transfer that information over to Caralyn. PCAL donated \$500 towards the fund for a bench to be dedicated in memory of Bruce Haughton.

**Take Action on Nomination of Jerry Stallbaumer for Airport Authority Board (*Replace Vacancy left by Walker Miller, 6-year term until 2026*):** Council Member Eisenhauer moved to approve Jerry Stallbaumer as a member of the Airport Authority Board. Council Member Fisher seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

**Take Action on Recommendation to approve Angie Morehead and Patrick Hatfield as Members of the Planning Commission Board:** Council Member Eisenhauer moved to approve Angie Morehead and Pat Hatfield as members of the Planning Commission Board. Council Member Fisher seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

**Review/Approve Resolution #11—enter into Interlocal Agreement with Village of Steinauer to provide kenneling services (5-year agreement through 2027):** Council Member Eisenhauer moved to approve Resolution #11 to enter into an Interlocal Agreement with Village of Steinauer to provide kenneling services through 2027. Council Member Zelenka seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

**Report and update from Foreman Cumley: Items for discussion are: *Discuss updates on removing debris from Ox Ditch & other Sewer Plant issues:*** Foreman Cumley explained that the "pump salesman" looked at the pumps at the sewer plant and he said they are still in good shape. They had to buy new brackets and mounting plates for the bottom of the tank because they were all rusted out which cost \$2169.00. The vacuum truck company came out and it took about six hours and they hauled about 2 & ½ dump truck loads of sand out of there. This bill cost around \$4500.00. The crew should start filling the ox ditch back up on Wednesday and hopefully, it will stay unplugged. Foreman Cumley talked with an engineer from JEO last week about possibly relocating the pumps at the sewer plant and he looked at the clarifiers to ward off

future issues. The engineer will talk with Foreman Cumley's brother in Colorado who works with fabrication and talk to him about ideas concerning the pumps. The engineer told Cumley that he didn't like how the sewer plant was designed. ***Discuss Village of Steinauer's request for using the City's Tar Machine:*** Foreman Cumley explained that someone from the Village of Steinauer asked to borrow the City's tar machine because all the new streets are cracked along the edge. Council Member Helms stated Constructor's should come back and fix the issue. Steinauer first asked if the City could come and fix the issue, but Cumley explained they didn't have time to fix the streets for Steinauer. Steinauer had previously asked to borrow the line paint machine, also. Council Member Zelenka moved to deny the Village of Steinauer's request to use the City's Tar Machine. Council Member Helms seconded the motion. Roll Call vote indicated all present voting in favor of the motion, whereupon motion carried.

**Report and update from Council Member Eisenhower:** ***Items for discussion are:***  
***Review/Discuss email on VanHorne Park Amphitheater:*** Council Member Eisenhower explained she had sent an email to Steve Glenn in regards to the amphitheater because work was supposed to start this Fall. Eisenhower had talked with Foreman Cumley about this because the City may have to move a couple benches out of the way on the top of that hill. Apparently, there are no formal plans for the amphitheater that will cost close to \$80,000. Mr. Glenn said he will contact the contractor and see if he can review the plans with the City.

**Report from Pride Committee:** Council Member Zelenka reported that she, Council Member Helms, and Deputy City Clerk Wiers met last night to discuss the future of the Pride Committee. It was decided to recruit more people to be members of the committee and let them organize themselves and develop their own mission and goals. Helms, Zelenka and Wiers would be available to guide the members and then they would step down from the group. Bruce Haughton was very active with the Pride Committee, but they have not been active since his death, so hopefully, the group will gain enough members to become active again. The next meeting is scheduled for Oct. 25<sup>th</sup> at 7:00 p.m. at the library meeting room. Progress has been made on the list of properties that the Health Board had listed to condemn.

**Correspondence:** The City Council reviewed correspondence from July 2022 total Sales Tax of \$22,339.94 with ½% Street Repairs Sales Tax totaling \$5,460.69 and \$4,034.39 being Motor Vehicle Sales Tax. Council reviewed the letter from the Deputy Secretary of the Treasury regarding programs funded by the American Rescue Plan. Clerk Curtis explained that the League is trying to get the federal government to allocate more funds to run these programs but if not, then there will not be any assistance to access these program funds. ARPA reports are due in April, and it will be difficult to complete these required reports for the federal government without any assistance. Council Member Helms made the motion to adjourn the meeting.

Council Member Zelenka seconded the motion. Roll Call vote indicated all in favor of the motion and meeting adjourned at 7:55 pm.

ATTEST: Kellie A. Wiers, Deputy City Clerk

Charlie Hatfield, Mayor